



# FORM 982(a)(18) INSTRUCTIONS

## ORDER ON APPLICATION FOR WAIVER OF COURT FEES AND COSTS (982(a)(18))

Tips for completing Court forms,  
[Click here](#)

### Filling out the Caption on your form

Fill out the caption boxes as follows:

1. “Attorney or Party without Attorney” - if you do not have an attorney, fill in your name, address, and telephone number.
- “Attorney For (Name)” – if you do not have an attorney write “In Pro Per” (which means that you are representing yourself).
2. “SUPERIOR COURT OF CALIFORNIA, COUNTY OF” – write the name of the County where you are filing your case. [Click here for location of courts.](#)
3. Plaintiff/Petitioner write the name of the person who filed the lawsuit.
3. Defendant/Respondent write the name of the person who is being sued.
4. This is the TITLE of the form.
5. “For Court Use Only” – Leave blank.
6. “Case Number” – Leave blank.

The top of the form has 6 boxes.

### Order on Application for Waiver of Court Fees and Costs

**DO NOT SIGN OR DATE THIS FORM!**

*The parties are responsible for filling out part of this form. The judge or court clerk will fill out the rest of the form. The order becomes final when the judge signs this form.*

Fill in the date that the [Application for Waiver of Court Fees and Costs \(Form 982\(a\)\(17\)\)](#) was filed. You will find this date in box 5 of the caption on that form. If you have submitted the Application for Waiver form in the past and gotten a court order regarding [waiver](#) of court fees, give the date on which that earlier order was made.

1. Write your name.
2. Leave blank.
3. Leave blank.
4. Leave blank.

**Do not sign or date this form!**

The signature line should be left blank for the court clerk or judge to complete.